

**GEORGETOWN DIVIDE RECREATION DISTRICT
BOARD OF DIRECTORS MEETING**

June 23, 2011

**Greenwood Community Center
4401 Highway 193, Greenwood, CA**

MINUTES

CALL TO ORDER – OPEN SESSION – 6:00pm Call to Order by Chair Prunella.

ATTENDANCE; **Present:** Adams, Prunella, Spencer, Syversen
 Absent: Sartori

ADOPTION OF AGENDA

Action: M/S/V Adams/Spencer/4-0 to approve agenda as published with two additions to the agenda that were presented after the agenda was prepared and are to consider urgent items due to the nature of the items: #5.) Request to use tables from Bayley House; and #6) Resignation of Board member and possible appointments.

CLOSED SESSION – The Board met in closed session at 6:05pm to 7:20pm pursuant to Section 54956.8 (of the Ralph M. Brown Act) to meet with its legal counsel, and its negotiator, Carl Clark, to receive information, grant authority, and provide instructions, regarding pending litigation and the price and terms for the purchase of real property re:

1. Public Employee Discipline/Dismissal/Release
2. Conference with Legal Counsel – Anticipated Litigation significant exposure to litigation - one case.
3. Recreation Center / Aquatic Center facilities project contracts
4. Consider initiation of one legal action.

REGULAR SESSION – 7:25 PM call to order by Chair Prunella

Board Chair reported that Board set a Closed Session for 5pm on July 28 prior to the Regular meeting to continue discussion.

PUBLIC COMMENT: Request was made by member of the public to consider installation of shade trees around Garden Valley Park Play structure.

Action: M/S/V Adams/Syversen/4-0 to approve agenda item for July re: installation of trees around District play structures.

ACTION ITEMS:

1. RECREATION AND COMMUNITY SPOTLIGHT

Recreation Program Monthly Spotlight – Recreation Supervisor

Community Services /Maintenance Monthly Spotlight – Community Services Supervisor

Community Partnership Program action items:

- **Approval of renewal or modification of various Community Partner Program agreements**

Action: M/S/V Syversen/Adams/ 4-0 to approve renewal for Divide Garden Club, Friends of the Bayley House, Lil' Hands Preschool, Needle Nellies, Jr. Grizzlies Junior Football and Cheer, and Birthday Buddies (adding use of Garden Valley Park).

Action: M/S/V Syversen/Spencer/ 4-0 to approve modification of agreement with DCSN adding an Immunization Clinic event.

- **Approval of new Community Partner Program agreements**

Action: none

2. Consider and adopt Proposed Preliminary Budget for FY 11/12.

Targeted time 7:30

a. Conduct Public Hearing re: Appropriations Limit and Proposed Preliminary Budget.

Chair opened the Public Hearing at 8:15pm; following a procedural question. Closed the Public Hearing at 8:18pm.

b. Adoption of Appropriations Limit for FY 11/12

Action: M/S/V Adams/Spencer/ 4-0 to adopt Resolution setting the FY 11/12 Appropriations Limit.

c. Adoption of Preliminary Budget for FY 11/12.

Action: M/S/V Adams/Syversen/ 4-0 to adopt the FY11/12 Preliminary Budget as presented with additions to rental and Equipment Capital costs for acquiring one additional portable lighting unit (\$3,000) and providing additional rental lighting for soccer use at Northside School (\$1,000).

d. Actions to implement Preliminary Budget as needed.

Action: M/S/V Adams/Spencer/ 4-0 to approve the following actions to implement the adopted budget:

- Approve new organizational structure (as presented in budget packet).
- Approval of wage reduction by change in salary range steps (as presented in budget packet)

Agenda Item C

- Approval of the full-time Maintenance Supervisor position and recruitment (as presented in budget packet0
- Reclassification of Community Services Supervisor to Administrative Assistant (as presented in budget packet)
- Rescind previous Board action to have District Office open 9am – 2pm; approving office hours 9am – 4pm.
- Renewal of management contract at reduced terms (as presented in budget packet)

e. Set schedule to review policy for pricing of facility rentals and programs.

Action: M/S/V Adams/Syversen/ 4-0 to set July meeting to begin review of policy for pricing of facility rentals and programs; consider alternative Partners Post distribution; and Recreation Assistant use for special projects.

3. Report and update on State grant funded Aquatic Facilities / Recreation Center projects including site of facilities.

Action: M/S/V Spencer/Syversen/ 4-0 to direct General Manager to send out Request For Proposals for a design team to evaluate and develop plans for the Regional Park site.

4. Personnel Policy and review process.

Action: M/S/V Adams/Spencer/ 4-0 to direct General Manager to prepare change in Grievance Policy wording based on proposal from Director Adams and ask staff to provide input prior to July meeting so that Board can determine course of action for detailed review and consideration.

5. Request for use of tables from Bayley Barn.

Action: M/S/V/Adams/Syversen. 3-0-1(Spencer abstain) to approve one-time use of tables that were not needed for District use for the event requested with the possible development of an equipment rental policy to be considered by the Board at the July meeting with the Pricing Policy discussion.

6. Resignation of Board member and possible appointments.

Action: M/S/V/Syversen/Prunella. 4-0 to accept resignation of Chair Prunella and to direct the General to begin Notice for the Board to consider appointment to replace Director Prunella at the August Regular meeting.

Action: M/S/V/Adams/Syversen/ 4-0 to appoint Director Spencer as Chair to fill the vacant Chair position upon resignation of Chair Prunella and to defer appointment of Board representative to the RB21 Board when a full Board is available with the General Manager representing District as alternate member as previously approved (12/10).

PLANNING COMMENTS

- a. Request for representative to serve on EDC Airport Land Use Commission re: Airport Land Use Compatibility Plan Working Group

Action: M/S/V Syversen/Prunella/ 4-0 to appoint Director Adams with General Manager as alternate to the Working Group.

CONSENT AGENDA

- A. Approve the payment of Claim Vouchers and Journal Entries for 5/15/11 in the amount of \$10,097.52; 6/1/11 in the amount of \$10,192.14; and \$0.00 in Journal Entries.
- B. Recognize total revenue deposits of \$4,670.00; \$3,940.00 in program revenue, \$270.00 in GDRD facility rental; \$200.00 in BOMUSD facility rental; and \$270.00 Recreation Fund transfer.
- C. Approve the minutes for meetings of 4/28/11, 5/19/11, 5/24/11, and 6/1/11.
- D. Receive Monthly Financial Report
- E. Receive Safety Committee minutes of 6/1/11.
- F. Acknowledge receipt of Correspondence as listed.
- G. Decline opportunity to nominate candidate for Board of Directors position on the California Association for Park and Recreation Indemnity.

Action: M/S/V Adams/Syversen/ 4-0 to approve Consent Items.

REPORTS RECEIVED: General Manager reported on recent information leading to the need to change the Youth Sports Advisory Committee to Youth Sport Coordinating Committee due to recent court interpretations of the Brown Act; conversations with Tom Hallendorf regarding him submitting an application for an Encroachment Permit.

Board reports – Adams reported on the progress of obtaining a Special Use Permit allowing a Caretaker trailer at Bayley Park; Prunella no report; Syversen reported on a successful Bayley Barn Sale; and Spencer reported that Garden Valley Park was looking good and things going well.

ADJOURNMENT - Chair Prunella adjourned the meeting at 10:55pm

Submitted by _____
Carl Clark, Secretary/Clerk to the Board of Director